Nova Scotia

ANNUAL REPORT
of the Board of Trustees
for the year 1986

Public Archives of Nova Scotia

89-05801/

REPORT OF THE BOARD OF TRUSTEES
OF THE
PUBLIC ARCHIVES OF NOVA SCOTIA
For the Year 1986

To His Honour

The Honourable Lloyd R. Crouse, P.C.
Lieutenant Governor of Nova Scotia

May it please Your Honour:

I have the honour to submit the report of the Provincial Archivist to the Board of Trustees of the Public Archives of Nova Scotia for the year 1986, together with a statement of receipts and disbursements for the period April 1, 1986 to March 31, 1987.

Respectfully submitted

John M. Buchanan
Premier

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PUBLIC ARCHIVES OF NOVA SCOTIA

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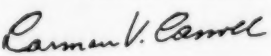
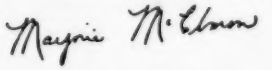


Mrs. Marjorie McElmon
Executive Secretary



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PUBLIC ARCHIVES OF NOVA SCOTIA
ANNUAL REPORT
1986

INTRODUCTION

DR. PHYLLIS BLAKELEY, 1922–1986

It is with deep sorrow that we report the death of Dr. Phyllis Blakeley, CM, D.Litt., LL.D. Dr. Blakeley died on 25 October after a brief illness and only one and a half years after her retirement as Provincial Archivist. During Dr. Blakeley's forty year career, the Archives and the archival profession underwent many changes, as she pointed out in her final report to the Board of Trustees in 1984. She was admired by her staff and the legion of researchers who sought her advice. Her contribution to the Public Archives of Nova Scotia and to the many heritage, historical and cultural groups with which she was associated, will long remain. We are most grateful that Dr. Blakeley's extensive collection of books, pamphlets and private papers have been donated to the Archives by Miss Shirley Blakeley.

BOARD OF TRUSTEES

The Public Archives welcomed two new members to its Board of Trustees this year. Mr. Vincent J. MacLean, Leader of the Opposition and Dr. Howard Clark, the new President of Dalhousie University, the latter replacing Dr. Andrew MacKay. We thank Dr. MacKay for his interest in and contribution to the Archives during his years on the Board of Trustees.

ALLAN DUNLOP APPOINTED ASSOCIATE PROVINCIAL ARCHIVIST

The Board of Trustees announced the appointment of Allan Dunlop as Associate Provincial Archivist. A member of the staff since 1970, Allan has held various positions in the Archives including Senior Manuscript Archivist and since 1982 Assistant Provincial Archivist. He has been active in a number of organizations including the Federation of Nova Scotian Heritage and the Council of Nova Scotia Archives for which he is currently Treasurer.

COLLECTIVE AGREEMENT AND RECLASSIFICATION

The various staff reports which follow clearly indicate that it has been a year of significant progress at the Archives. After considerable negotiations the staff of the Public Archives and the Board of Trustees signed their first collective agreement in January 1986. The Board of Trustees also requested the Civil Service Commission undertake a classification review of all staff positions at the Archives. The Commission's report was subsequently accepted by the Board of Trustees and implemented in September 1986 after Management Board approval. We are indeed grateful to the provincial government for the resources to implement the financial terms of the collective agreement and the reclassification study. We also thank the staff of the Civil Service Commission for its considerable assistance in these matters.

EXTERNAL SUPPORT FOR OUR PROGRAM

Our staff continues to be resourceful in seeking out and obtaining support for many projects outside our regular budget and staff allocations. This assistance, which is detailed in the reports which follow, is most welcomed although it does require considerable staff time in training and supervision.

The formation of the Canadian Council of Archives brought with it $25,000 in grants to the Public Archives of Nova Scotia in the first of a three year scheme to reduce the backlog of unprocessed collections in Canadian archives. We must match the federal contribution through our own staff time, supplies and equipment. Currently we have four projects being funded: the Dr. Helen Creighton collection; the Masonic collection; Nova Scotia Supreme Court records; and the Muriel Duckworth collection. We are grateful to Premier John Buchanan for his support of the Dr. Creighton project through a direct grant which forms part of our matching contribution.

The Archives received strong support from this year's two Provincial Employment Programs and details on the projects undertaken are listed in this report. Through two federal Job Creation programs, two important projects were supported this year, the inventory to our Picture Collection and the development of the Nova Scotia Subject Headings Authority. Our agreement with the Public Archives of Canada in support of our acquisition of regional CBC television and radio programming continued this year although at a reduced level.

We had the services of a student from the Mount St. Vincent cooperative education program for four months during which time she developed a new slide show presentation for the Archives. The Department of Culture, Recreation and Fitness assisted us by providing funds to purchase "A Map of Indian Lands" in Nova Scotia done by John Spry Morris. Funds were also received from the Provincial Conservation Committee for copying material in our Film and Sound Division.

THE PRAT EXHIBITION

The Prat Exhibition: Three Talented Sisters, prepared by our staff, has proven to be an immensely popular exhibition. It is a vivid example that archives can indeed prepare important and attractive displays. It also demonstrates the fact that exhibitions require a considerable investment of staff time to be successful. Particular thanks go to Mr. Harry Starr of London, England for his contribution to the Exhibition.

1621 CHARTER

Earlier reports commented on the repatriation of the province's "birth certificate" from Ontario and the minor damage caused by a water leak at the Archives. This year the 1621 Charter was moved to Ottawa where Parks Canada is carrying out the conservation and restoration necessary to protect it and make it ready for public display. Through an agreement reached between Nova Scotia's Department of Culture, Recreation and Fitness and Parks Canada, the Charter will return to Nova Scotia in the summer of 1987 at which time it will go on display at the Fort Anne National Historical Park for a period of five years.

ACQUISITIONS

The Public Archives of Nova Scotia has a dual acquisitions mandate: the records of the provincial government deemed to be of lasting research value; the private archives of individuals, societies, and organizations. This archival material can be in any physical format: paper, microform, paintings, photographs, maps and plans, film, video, sound recordings, computer generated material in addition to standard printed format.

The provincial records management program has been in operation since 1983. The Public Archives of Nova Scotia has certain responsibilities under this program and through legislation. We have undertaken a study to determine the effectiveness of this program in delivering historical public records to the Public Archives. The acquisition of muni-

cipal records will also be the subject of study in the coming year. Archival legislation was given some attention this year by a sub-committee of the Board of Trustees. It was decided that the study of the records management program should be completed before any legislative changes are put forth.

Increasingly it is necessary for us to purchase private archival collections. A separate acquisitions budget must be established in order that we can maintain the strength of our collection. At a time when private sector and public sector cooperation is being encouraged, we were required to spend an unexpected 20 per cent of our library budget to purchase microfilm copies of several major Nova Scotia newspapers which until 1985 were donated to us by the parent company. Such moves are difficult to comprehend especially given the amount of public service provided to the users of these newspapers.

CONTROL OF HOLDINGS

Computerization received considerable attention this year, particularly in the Public Records and Film and Sound Divisions. Clearly automation can be most helpful in describing archival records, manipulating the data in various ways to produce a variety of finding aids thus enhancing our capability to help researchers. However, considerable staff time is necessary to develop systems for archival documentation. We must also develop in-house expertise so that we can strive for an overall compatible system in the entire archives, at least at the most basic level of archival description. Computerization is only effective if descriptive standards are developed and our institution, like all other archives, must turn our attention to their development. The substantial work by several staff members and the Council of Nova Scotia Archives in the development of the Nova Scotia Subject Headings Authority is an important component of standards development.

CONSERVATION

With the retirement of our bookbinder we lost an important part of our conservation capacity. It is necessary now to develop a conservation framework for the entire archives to include all types of archival documentation. A professional conservator is necessary for this purpose. The divisional reports point to this need. We are fortunate to have a well equipped conservation facility, photo lab and microfilm cameras. Only in the microfilm area do we have full-time staff. Without staff in the other two we cannot pretend to offer the proper care for our valuable documentation.

PUBLIC SERVICE

The eighty-five and a half hours of public service offered by this institution is a boon to our researchers. For over one half of this time, however, we are able to provide only one full-time archivist along with part-time staff, usually undergraduate and graduate students. The dedication to public service is the long tradition of our archives and no one should attempt a change. It must be clearly stated that the substantial commitment to public service does mean that less time is spent on the arrangement and description of our extensive holdings. A "Catch-22" situation develops as more and more time is required to assist researchers if our research tools are not sufficient to use on their own and yet, because of this situation, we cannot devote more time to getting our holdings under proper control. The smaller media divisions are particularly hard hit in this area although only marginally more than the others.

STAFF AND ARCHIVAL ASSISTANCE

There were a number of staff changes this year. Our temporary staff increased sizeably through hirings for various externally funded projects and programs. Approval was received to change our casual position, Public Records clerk/typist, to a permanent position thus ensuring stability in this area.

Our staff continues to take an active part in many archival, heritage and historical associations, committees and groups. These contacts are vital to the Archives and to our program; they also provide an important professional development venue for our staff and valuable assistance to the associations and groups.

SHELVING

Again this year we must stress the dire need for archival shelving. Without it we cannot acquire court and public records or sizeable private collections. The need is immediate whereas several years ago only several areas were affected, now all archival operations are short of space. The answer is to shelve the fourth floor vault area along with the loading dock and holding areas. This severe problem reaches beyond acquisitions and has serious consequences for conservation, public service and staff work space.

ADMINISTRATION

The divisional reports which follow clearly indicate that it has been a busy year for us. Much has been accomplished and so much remains to be done. There are many demands on our services which we believe justify increased funding for our program. Additional staff and equipment are needed so that the Public Archives of Nova Scotia fulfills its legitimate mandate.

As an institution we have a responsibility to ensure that we operate in the most efficient and effective way. To this end we have initiated a review of all Archives' operations in order to develop short and long-term goals. The planning and review process will be ongoing and includes input from all staff. Future reports will provide details on this phase of our work.

Since assuming the position of Provincial Archivist in January of this year I have come to recognize the dedication and strength of our staff. This is our most important asset and I do thank all of them for their contribution. Special mention must be made of Mrs. Marjorie McElmon, Administrative Officer and Executive Secretary to the Board of Trustees, and to Allan Dunlop for their contributions have been particularly helpful to me in my first year.

Carman V. Carroll
Provincial Archivist

December 1986

PUBLIC RECORDS DIVISION

(Sandra Haycock, Wendy Thorpe, John MacLeod, Barry Cahill)

Analysis of the major accessions in Public Records for 1986 underlines two major challenges facing the Public Archives of Nova Scotia—the critical shortage of shelving and the inadequacies of the fledgling Provincial Records Management Program.

With one exception no court or municipal records of any magnitude have been transferred to PANS this year. Without the addition of new shelving we cannot solicit deposits of these records nor even passively accept offers of deposits. This "moratorium" on collecting has been in place since 1982 and will continue until a solution is forthcoming. Only then can we begin to develop acquisition policies and selection criteria

for these important archival documents. So far we have been able to continue to collect school registers, however unless more shelving becomes available this activity may also be curtailed.

Although several large and valuable collections of Provincial Government Departmental records have been transferred to us this year, little has been deposited through the retention schedules approved by the Provincial Documents Committee. Less than a metre of scheduled material has come through this process indicating that although the Program may suit the day to day needs of the departments, little is being done to address the backlog of material in these departments.

A third serious problem facing textual records is our lack of conservation facilities. Many volumes in Record Group I, collected and arranged by T.B. Akins, are in serious disrepair particularly since the bindings were broken for microfilming. Although these volumes are on film and the patrons need not handle the originals this collection is far too valuable to leave unattended.

SPECIAL PROJECTS

AUTOMATION

Efforts have continued in the development of a computer system for the generation of finding aids. To this end software has been purchased, our micro-computer system expanded and several major finding aids completed. Research to date has also been useful in the design of an automated retrieval system for Film and Sound and should facilitate plans for applications within the institution.

SUPREME COURT—ARRANGEMENT AND DESCRIPTION

With funds from the Canadian Council of Archives Arrangement and Description Program, Supreme Court Records circa 1800–1900 for various counties in the province are being organized, listed and a finding aid prepared. The project continues through to March 1987. These records are of particular interest as Nova Scotia was the first English Colony to initiate the full court structure. With the growing interest in legal research, plus the detailed local information found in the records, this collection and its finding aid will prove very useful.

OVERSIZE DOCUMENTS

The Provincial Employment Program Project to clean, catalogue and construct acid free file folders for 384 oversize documents was very successful. These records include Indian Treaties, Township Grants, Patents, etc., and an invaluable finding aid will soon be available. Those of particular archival and historical value have been identified for future conservation work.

POLL TAX INDEX

An index of the 14,000 persons appearing in the Nova Scotia poll tax lists for 1791 to 1793 found in RG 1, Vol. 444 has been completed. This index has been prepared on the Archives micro-computer and sorted by place and individual name. It is hoped that PANS will be able to publish this valuable compilation in the near future.

DIGBY RECORDS

One person was employed through a Provincial Government Project to organize, sort, file and box approximately 15 metres of Digby County Court and Municipal Records, circa 1860–1910. A finding aid has been prepared and is available for use by the public.

PUBLIC RECORDS—PRINCIPAL ACCESSIONS

RG 3: *Nova Scotia Executive Council.* Orders in Council, copies 1983–1985; 50 centimetres (cm.) (Restricted Access).

RG 5: *Nova Scotia House of Assembly.* 1984 Sessional material including bills, reports, resolutions, etc.; 1 metre (m.)

RG 14, S.R.1: *Nova Scotia Department of Education.* Registers of schools within the jurisdiction of the following district school boards: Antigonish; Colchester-East Hants; Cumberland; Dartmouth; Digby; Guysborough County; Halifax County-Bedford; Hants West; Lunenberg County; Northside-Victoria; Pictou; Richmond; 22.9 m. (Restricted Access).

RG 14, S.B.: *Armbrae Academy* (formerly Halifax Ladies' College). Records 1890's–1980's; 2.5 m. (Restricted Access).

RG 16: *Nova Scotia Department of Transportation.* Approximately 40 storage boxes were transferred from departmental storage to PANS for selective retention. Primarily railway crossing diversion (1920's to 1950's), unemployment relief efforts in the 1930's, and road construction contracts from circa 1915–1950. The collection includes photographs, photo albums and glass negatives.

RG 23: *Nova Scotia Department of Municipal Affairs.* Miscellaneous departmental files 1974–1985; 18 cm. (Restricted Access).

RG 23, v. 599: *Nova Scotia Provincial Assessment Roll, 1986.* Circa 400 microfiche.

RG 27: *Nova Scotia Department of Government Services.* Approximately 70 storage boxes were transferred to PANS for selective retention. The material has been weeded to retain files on properties of historical or local importance while discarding files on properties such as salt storage huts and plow garages. A moderate amount of ministerial documents were included and retained.

RG 35–102, S. 37: *City of Halifax, Recreation Department.* Scrapbooks, minutes, annual reports, programmes, files, 1944–1985; (scattered) 85 cm.

RG 35–102, S. 41–45: *City of Halifax, Planning Department.* Reports and studies regarding planning and development, traffic management, regional transportation, housing, 1964–1984; 40 cm.

RG 35–102, S. 50: *City of Halifax, Planning Advisory Committee.* Files regarding Point Pleasant Lodge; T.U.N.S. Building Extension; Old Sambro Road Apartment Building; Dalhousie rink; Wenwick Subdivision; Spryfield Mall; Sobey's Store, Windsor Street. Mainly 1970's–1980's; 10 cm.

RG 35–319, S.P.: *Municipality of Queens County.* Minutes of County Council, 1973–1986; 10 cm.

RG 38–39: *Pictou County Supreme and County Court Records,* early 1800's to early 1900's; circa 30 m.

RG 44: *Nova Scotia Committee on Occupational Health and Safety* (McKeough Commission). Briefs, correspondence, etc. 1984; 15 cm.

RG44: *Royal Commission on Forestry.* Briefs, transcripts, working files, etc. 1982–1985; 1.5 m. (Some segments Restricted Access).

RG 44: *Royal Commission on Post Secondary Education.* Briefs, transcripts, correspondence, reports and working papers, 1983–1985; 3.2 m. (Some segments Restricted Access.)

RG 57: *Nova Scotia Department of Culture, Recreation and Fitness.* Departmental files, 1973–1985; 60 cm. (Restricted Access).

RG 59, V. 606: *Nova Scotia Housing Commission Board of Commissioners.* February 1975 to December 1975. Nova Scotia Housing Commission. Executive Committee Meetings, January 1975 to December 1975; 10 cm. (Restricted Access.)

RG 66: *Nova Scotia Department of Tourism.* Departmental files, circa 1965–1980; 15 m. (for selection).

RG 72: *Nova Scotia Department of Social Services Research and Planning Division.* 16 scrapbooks or clipping files regarding social services in Nova Scotia, 1943–1946, 1970–1975; 20 cm.

PUBLIC RECORDS
PRINCIPAL FINDING AIDS PREPARED

RG 1, V. 347: *Royal Warrants, Writs of Mandamus and Commissions under the Sign Manual,* 1753–1840, have been card indexed by name.

RG 7: *Provincial Secretary.* Continued document by document calendar for volumes 18–30, 1848–1853.

RG 14: *Education Papers.* Finding aid revised, updated and supplemented.

RG 14, Series C: *School Census.* Finding aid revised and updated.

RG 14, Series R: *School Registers.* Catalogue of all registers accessioned to end of 1985 compiled.

RG 16: *Nova Scotia Department of Transportation.* Computer generated finding aid of recent acccession.

RG 23: *Nova Scotia Department of Municipal Affairs.* Computer generated finding aid for departmental files.

RG 27: *Nova Scotia Department of Government Services.* Computer generated finding aid for departmental files plus files from Systems and Computer Services Division.

RG 38: *County Court Cases Listed:*

Cumberland County	1888–1910
Digby County	1876–1910
Shelburne County	1876–1927

RG 39: *Supreme Court Cases Listed:*

Cape Breton County	1826–1932
Cumberland County	1773–1962
Digby County	1860–1910
Shelburne County	1816–1942

RG 42: *Local Court Cases Listed:*

Shelburne County	1784–1906

RG 44: *Royal Commissions, Task Forces, etc.* Computer generated finding aid for entire collection sorted by year and commissioner. Subject index prepared.

RG 57: *Nova Scotia Department of Culture, Recreation and Fitness.* Computer generated finding aid for departmental files.

RG 70: *Nova Scotia Department of Public Charities.* Computer generated finding aid for departmental files.

MOUNT SAINT VINCENT CO-OP PROGRAM

The Public Archives of Nova Scotia was fortunate to receive funding from the Civil Service Commission to employ a Mount Saint Vincent University Public Relations Student for her third work term. Mary Ellen Power conducted scheduled school tours for the autumn term relieving the archivists of this time consuming task. In addition she produced two slide/tape shows about the Archives—one for use by general school and community groups and the other for groups doing research projects. The final products, with Christine Callaghan's excellent photographs, should prove to be invaluable tools in our active educational program.

For the period January 6–17, 1986, Ian Murray was placed at the Public Archives of Nova Scotia by the Job Readiness Training and Employment Program. During this period Mr. Murray undertook various archival and clerical tasks in an effort to accustom him to an office situation.

PUBLIC SERVICE STATISTICS SECTION

Projected total school record inquiries received and answered for 1986: 450.

SPECIAL PROJECT

De novembre 1985 à la fin d'octobre 1986, Raymond Léger a travaillé aux Archives Publiques de la Nouvelle-Ecosse pour faire un inventaire des sources manuscrites sur les acadiens dans ce dépôt d'archives.

Durant cette année on a fait l'inventaire de documents sur les acadiens pour la période de 1604 à 1784. Le travail s'est concentré dans la série de documents appelée RG 1 (Record Group 1). Cette série comprend plus de 540 volumes qui ont été regroupés et organisés au 19e siècle, quoiqu'il y a eu quelques ajouts depuis. Cette collection a la particularité de posséder à la fois des originaux et des transcriptions de documents qui ont été faites dans d'autres dépôts d'archives. Les documents ont tous été reliés en volumes et les 220 premiers existent encore sous cette forme alors que dans le reste de la collection la reliure des volumes a été brisée pour pouvoir filmer les documents plus facilement. Tous les volumes sont sur microfilm et le chercheur n'a accès qu'à ce mode de consultation pour cette collection.

Pour faire le travail nous avons utilisé la méthode que les Archives Publiques du Canada utilise en Europe pour décrire les documents collectionnés par eux. Il s'agit d'une fiche analytique qui donne la location du document, s'il s'agit d'un original, d'une transcription, etc. . .et indique la langue et la date du document. De plus sur cette fiche une description de chaque document est faite ainsi qu'un index des noms propres.

Au cours de l'année, 25 volumes et 7,302 pages ont été inventoriés. Un total de 2,426 fiches analytiques contenant une description et les autres informations sur les documents ont été produites.

Ceci signifie que dans la série RG 1 il reste 121 volumes et 26,560 pages à être inventoriés en plus de 37 autres fonds et 142 cartes géographiques qui restent à être inventoriés.

VOLUNTEER PROGRAM

The volunteer team of Elinor Walker, Marjorie Barteaux, and Sally King continued to assist in clearing up backlogs of unsorted court records. They not only completed the sorting of Shelburne County Supreme and County Court Records, but also of the Annapolis County Supreme Court cases. They are presently commencing the cataloguing of unsorted collections of families and individuals in Manuscript Group 1. Many thanks are due to them for their dedicated assistance over the past five years.

MANUSCRIPTS DIVISION

(Allan Dunlop, Wendy L. Thorpe, Julie Morris, Barry Cahill, Darlene Brine)

It is becoming increasingly more difficult for existing staff on duty to handle public requests with the same degree of efficiency as was demonstrated previously. The research assistant now stationed at the Control Desk has been given responsibilities related to displays, exhibitions, and other public programmes. As well, the duty archivist is often required to retrieve special collections from other floors, or to attend staff meetings, with the net result that the Control Desk is often understaffed.

The Manuscript Division still does not have a full-time typist and must share typists with other areas. In 1986 the Department was able to utilize the services of a typist hired for a special project of short duration, and much was accomplished in reducing the backlog of finding aids. However, such reliance upon short term personnel is less than satisfac-

tory. If the existing situation continues, it will increase frustrations for both the public and archivists. Without proper finding aids, access to collections is restricted, and retrieval of materials is more difficult.

MANUSCRIPTS DIVISION
PRINCIPAL ACCESSIONS
1986

MG 1 — Papers of Families and Individuals:

- *Brian Alexander.* Business and private papers of the one-time chief forester and provincial land surveyor. (Vols. 2640–2647; 1.2 m.).

- *Edmund A. Crawley.* Deeds, wills, sermons, correspondence, research notes, clippings, etc. of the former Wolfvillle engineer, 1820's–1970's. (Vols. 2623–2624; 50 cm.).

- *Muriel Duckworth.* Papers relating to her activities in the Voice of Women and many other organizations concerned with peace and social justice, 1948–1986; 25 m.

- *Arthur W. Greig.* Papers of the first Canadian to establish two-way radio communication between Canada and France, 1924. (Vol. 2619A; 10 cm.).

- *Ben Church Hicks.* Correspondence, notes, diagrams, news clippings, articles, 1923–1971 (Vols. 2620–2621; 45 cm.).

- *Lois Kernaghan.* Correspondence, research notes of genealogical and historical content, circa 1978–1985. (Vols. 2591–2594; 72 cm.). Restricted Access.

- *Robert A. Logan.* Clippings, scrapbook, files mainly relating to Arctic exploration, and genealogical material on the MacDonalds and related families. (Vols. 2635–2638; 60 cm.).

- *John Urquhart Ross.* Deeds, indentures, correspondence, 1829–1908. (Vols. 2481–2484; 40 cm.).

- *Paul H. Stehelin.* Drafts of his book, *The Electric City: the Stehelins of New France*. (Vol. 2648; 30 cm.).

- *Marion Tulloch.* Research notes and genealogical source material, mostly Kings and Guysborough Counties. (Vol. 2622; 25 cm.).

- *Mrs. William Palmer,* wife of the assistant commissary-general of the British Army in Nova Scotia (Halifax), 1859–1863, journals. MG 1, Volume 2681

MG 2 — Political Papers:

- *New Democratic Party.* Correspondence, minutes, financial data, newsletters, election and convention material, 1972–1982. (Vols. 1347–1355; 1.2 m.). Restricted Access.

- *Dennis Theman (N.D.P.)* Letters, memos, clippings, etc. regarding expulsion of Paul MacEwan, 1968-1985. (Vol. 1346; 10 cm.). Restricted Access.

MG 3 — Business Records:

- *Christie Motors Ltd. and Glassey Motors Ltd., Truro.* Business records, minute books, correspondence, financial data, miscellaneous. (Vol. 6064; 23 cm.).

- *Colin Fraser. Grocer, West River, Pictou Co.* Day books, ledgers, 1873–1900; also log book of the Schooner *Onward*, 1873. (Vol. 6106; 42 cm.).

- *Halifax Electric Tramways Co.* Employee records, accident records, engineer's diaries, miscellaneous, 1910's–1950's. (Vol. 6067; 36 cm.).

- *Charles Inglis. Merchant, Mahone Bay.* Cash books, correspondence, day books, ledgers, 1870's–1970's. (Vols. 6078–6102; 6.2 m.).

MG 4 — Church and Community Records:

- *West Bay, N.S.: Presbyterian/United Church.* Baptisms, burials, marriages, with index, 1834–1958. (Vol. 292 #3, also microfilm; 233 pps.).

MG 17 – Colleges and Universities:

- *Nova Scotia College of Art.* (Victoria School of Art and Design). Correspondence, principal's diaries, 1885–1956. (Vols. 43-46; 40 cm.).

MG 20 – Societies and Organizations:

- *Ashburn Golf Club* (Ralph Pepper Papers). Minutes, clippings, financial data, correspondence, mainly 1950's–1970's. (Vols. 1655-1657; 30 cm.). Restricted Access.

- *Association of Professional Engineers of Nova Scotia.* Administrative files, minutes, registration books, financial data, 1920–1986. (Vols. 1797–1807; 3 m.).

- *Atlantic Provinces Library Association.* Financial data, 1975–1985; 1980 Newfoundland Conference material; files of the Aims and Objectives Council, 1976–84; files of former president William Birdsall, 1984–86; files of Publications Committees 1982–85. (Vols. 1583, 1621–26, 1691, 1695; 94 cm.).

- *Canadian Canoe Association* (N.S. Branch). Administrative files, 1969-1985. (Vols. 1761–91; 8 m.).

- *Genealogical Association of Nova Scotia.* Correspondence and editor's notes, accounts, and miscellaneous, 1980–1986. (Vols. 1661, 1662, 1699, 70 cm.). Restricted Access.

- *Halifax Horticultural Society.* Scrapbooks, minutes, correspondence, cash books, reports, gardening publications and circulars, 1935 to 1986. (Vols. 1792–1796; 1.4 m.).

- *Halifax Junior Bengal Lancers.* Minutes, correspondence, newspaper clippings, scrapbook, photographs, miscellaneous, 1964–1984. (Vols 1819–1820; 90 cm.).

- *Halifax Landmarks Commission.* Minutes of meetings, newspaper clippings, miscellaneous files, correspondence, reports and studies, newsletters, memoranda, circa 1960–1981. (Vols. 1682–1683, 1692–1693; 50 cm.).

- *Heritage Advisory Committee* (City of Halifax). Minutes, 1981-1985. (Vols. 1659-1660; 20 cm.).

- *Imperial Order, Daughters of the Empire (I.O.D.E.)* Scrapbooks, minutes, treasurer's papers, minute books, regarding Provincial Chapter; Mayflower Chapter (Oxford, N.S.), H.M.S. Alderney Chapter (Dartmouth), 1939-1986. (Vols. 1667-1680, 1685-1689, 1696; 1.3 m.).

- *Nova Scotia Designer Crafts Council.* Administrative files, correspondence, questionnaires, financial data, brochures, applications for craft market booths, 1980–1984. (Vols. 1644–1654, 1700–1712; 6.4 m.).

- *Soroptimist Club* (Halifax). Minutes, 1939–1978. (Vol. 1698; 23 cm.).

- *United Church Camp Meeting Association* (Berwick, N.S.). Minute books, correspondence, ledgers, camp registers, newsletters, pamphlets, photographs, miscellaneous, 1930–1981. (Vols. 1803–1817; 60 cm.).

- *United Way of Halifax-Dartmouth.* Minutes, scrapbooks, photo album, 1921–1983. (Vols. 1713–1748; 3.3 m.).

- *Women's Institutes of Nova Scotia.* Minute books of various branches, mainly Annapolis Valley area, 1920–1984. (Vols. 1638–1643; 60 cm.).

- *Women's International Peace Conference.* Proceedings, tapes, programmes, participants funding, conference kits, etc. regarding the Conference held in Rockingham, 5–9 June 1985. (Vols. 1750–1758; 5.4 cm.). Restricted Access.

- *St. John's Lodge No. 2, A.F. & A.M.* (Halifax), original papers, 1780's–1980's, 3.5 m.; Volumes 2600ff.

- *Virgin Lodge No. 3, A.F. & A.M.* (Halifax), original papers 1780's–1970's, 4.8 m.; Volumes 2700ff.

- *Royal Arch Masons in Nova Scotia,* original papers, circa 1800's–1960's, 5.5 m.; Volumes 2900ff.

- *Scottish Rite Masons in Nova Scotia,* original papers, 1870's–1970's, 1.4 m.; Volumes 2400ff.

MG 23 – Canada, Army

- *25th Battalion, Canadian Expeditionary Force, World War I,* record-book of officers' services, circa 1914; Volume 87.

MG 31 – Music Collections

- *Pugsley Music Collection.* Sheet music and piano exercise books—mainly popular music of the 1920's and 1930's. (Vol. 15; 23 cm.).

Nova Scotia Historical Review

Volume 6, Number 1 was published in June. The theme of the issue was the Irish in Nova Scotia, and it focused on the bicentenary of the Charitable Irish Society of Halifax. Volume 6, Number 2 was published in December. The theme of the issue was transportation and communication.

In 1985/86, the Review sponsored its first annual High School Essay Competition. The first prize-winning essay was written by Katie Brooks, a Grade Twelve student at Cobequid Education Centre in Truro, and was published in the June 1986 issue.

FINDING AIDS PREPARED (1986)

MG 1 – Grantmyre Collection

A Finding Aid was prepared in 1986 by Museum Studies Student Leone Addicott for the papers of the late Nova Scotian author Barbara Grantmyre (1903-1977). The collection consists of correspondence and drafts of short stories, novels, plays, scripts, novelettes, etc. and is listed at the file level. (Vols. 2474-2478).

MG 1 – R.V. Harris Collection

The listing of several thousand documents pertaining to Oak Island was completed by part-time and evening staff. These documents consist of various notes accumulated by R.V. Harris in his research on the missing treasure reputed to be on Oak Island. (Vols. 380-384).

MG 1, J.F.W. DesBarres, Volume 1183.

MG 1, DesBarres–Micklem, Volume 2459.

MG 2 – Robert Coates Collection

A Finding Aid was completed at the file level to Coates' policy papers and constituency files for the 1970's and 1980's. Although the collection has restricted access status, it is expected to provide insights into the inner mechanisms of the federal Progressive Conservative Party. (Vols. 1300-1324; 1330-1345).

MG 20 – Women's International Peace Conference

A Finding Aid at the file level was prepared for the various files, correspondence, agenda, proceedings, etc. in connection with the Conference. The collection is expected to offer insights into the peace movement of the 1980's.

MG 20, Masonic Collection:

- *Grand Lodge, A.F. & A.M.;* Volumes 2000ff.
- *St. Andrew's Lodge, No. 1;* Volumes 2500ff.
- *St. John's Lodge, No. 2;* Volumes 2600ff.
- *Virgin Lodge, No. 3;* Volumes 2700ff.
- *Nova Scotia Freemasons' Home;* Volumes 2800ff.

MG 23, "War Record of Nova Scotia," by Horatio C. Crowell; Volume 27.

- *Canadian Expeditionary Force, World War I, Nominal Rolls,* Volume 29.

MG 36 – Halifax Relief Commission

Through the assistance of personnel employed under the 1986 Summer Provincial Employment Program, a 200 page Finding Aid was completed for the Halifax Relief Commission collection. This collection, which was discovered in an old safe in the fall of 1982, details the administrative actions of the Commission, which was set up in January 1918 to compensate victims of the Halifax Explosion of December 1917.

SPECIAL PROJECTS

Women's International Peace Conference (1985) Collection

From December 1985 until March 1986, Ms. Catherine Pross was employed by the Conference Editorial Committee to organize and list approximately 5 metres of papers and other items accumulated by the Committee during the 1985 Peace Conference.

Museum Studies Program

Under a special arrangement with Mary Sparling, the instructor of a Museum Studies course at Mount Saint Vincent University, a student, Leone Addicott, was provided for four weeks to organize and list the Barbara Grantmyre Collection. Under the guidance of an archivist, Wendy L. Thorpe, Ms. Addicott was able to put the papers into a comprehensible and readily accessible form, and created a finding aid at the file level. The program proved to be beneficial to both the student and to the Archives in that not only did the student acquire a number of archival skills, but also completed an important work project that helped reduce a backlog for the Archives.

Provincial Employment Program (P.E.P.)

From 26 May to 5 September 1986, one person was employed (Jayne Francis and later Allen Robertson) on a project funded by a Summer Provincial Employment Program to produce a finding aid to the Halifax Relief Commission collection. Under the direction of the supervisor, Wendy L. Thorpe, the employee labelled and listed approximately 25 metres of material and produced a 200 page finding aid by the end of the program. The result was easier access to an important collection concerning the 1917 Halifax Explosion and its aftermath.

Masonic Collection

As the archivist in charge of the Masonic Collection, Barry Cahill applied for and received a project under the Arrangement and Description Program sponsored jointly by the Canadian Council of Archives and the Council of Nova Scotia Archives. The project called for one archival assistant, a position to which Margaret McBride was appointed. The purpose of the project, which runs from 1 October 1986 to 31 March 1987, is to sort, organize and prepare inventories of the records of the Nova Scotia Freemasons Home; Royal Arch Masons; and Scottish Rite Masons.

Muriel Duckworth Collection

Another major collection being worked on through funds made available by the Arrangement and Description Program is the Muriel Duckworth collection. Mrs. Duckworth donated her papers to us this year and they extend from the late 1940's through to 1986. The material consists of correspondence, subject files and printed material relating to a large number of women's, social, educational and peace organizations with which Muriel Duckworth was closely associated. Given her prominent role in these groups over a long period of time this collection will be a valuable archival source for future studies of the period.

GENEALOGY
(Julie Morris)

The genealogical archivist was able to maintain the backlog of correspondence to a maximum 12 week delay. An increase of genealogical visitors during the evenings and weekends was generated in part by genealogical courses given through Dalhousie University's part-time and extension services.

NOVA SCOTIA SUBJECT HEADINGS AUTHORITY 1986 PROJECT

The Nova Scotia Subject Headings Authority was created in 1985 to provide a framework for the standardization and consistent application of subject headings for Nova Scotia material (ie.: books, newspapers, records, manuscripts as well as visual and sound media). The subject headings were gathered from established authorities and input from archivists, historians, museum employees and special groups in the province. Ultimately, the document will assist all indexers and provide standard access to information found in Nova Scotia collections.

During 1986, May 12–Dec. 26, the Council of Nova Scotia Archives sponsored a second phase of the development of the subject headings authority. This phase involved several museums, archives and historical societies across the province in the testing and evaluation of the authority's strengths and weaknesses. The results of this trial period greatly assisted the Council in producing a comprehensive document.

The project was funded by Canada Employment through the Job Development Programme. The archives supported the project through the availability of its collections, equipment and staff, particularly Wendy Duff and Julie Morris as overall project managers. A note of appreciation is due to the archives staff on the second and third floors during the times when the project demanded the project managers be absent from their regular duties. A special note of thanks to Dr. Bob Morgan, director of the Beaton Institute of Cape Breton for his enthusiastic support and expertise on Cape Breton subjects throughout the project.

The Nova Scotia Subject Headings Authority will be used by the Public Archives of Nova Scotia in the subject indexing of most of its holdings.

GENEALOGICAL INSTITUTE OF THE MARITIMES

This certification agency is still being supported by the Council of Maritime Premiers. Since its beginning, the Institute has received a total of 38 applications for certification and had been requested to extend its constituency to include Newfoundland and Labrador. The first annual report will be published in two languages in early 1987. Muriel Roy of the Université de Moncton has resigned her post as treasurer and Julie Morris has taken her position in the executive.

MICROFILM
(Philip L. Hartling)

Microfilms of manuscripts and public records catalogued by the Microfilm Archivist during the year ending 31 December 1986.

	16mm/35mm Positives		Microfiche		16mm/35mm Negatives	
	1986	1985	1986	1985	1986	1985
Biography	31	18	16	—	10	17
Churches	22	12	—	—	22	12
Miscellaneous	112	4	27	73	6	4
Places	39	51	—	—	36	39
Manuscript Groups/ Record Groups	420	255	—	—	420	207
TOTAL:	624	340	43	73	494	279

In May 1986 Mr. Brenton Haliburton, the permanent camera operator, resigned and two months later Mrs. Linda Cookson was hired. She was the Provincial Employee Programme's employee in May and June but was replaced by Ms. Susan Graham when the former became a permanent employee. Ms. Lorraine Hobbs continues to work full-time hours. During the year Mr. Haliburton filmed 66 rolls, Mrs. Cookson filmed 115 rolls, Ms. Hobbs filmed 125 rolls, and Ms. Graham filmed 61 rolls of 35mm microfilms.

Collections filmed and catalogued included: Government Records, RG 1, (396 rolls); Nova Scotia Land Petitions, RG 20 Series "E", (14 rolls); Chandlers Funeral Services' burial records, Liverpool, 1950–1980, (11 rolls); Oxford town records, 1902–1984, (9 rolls); Fort Massey United Church records, Halifax, (4 rolls); and J.A. Snow Funeral Home records, Halifax, circa 1883–1942, (4 rolls).

The Public Archives received 126 rolls of microfilm from the Public Archives of Canada through its Diffusion Programme. They include: Loyalists Claims, A.O. 12, (30 rolls); Shipping Registers for the Port of Halifax, 1817–1857, 1875–1892, (15 rolls); 1891 Census for Nova Scotia, (15 rolls); duplicate copies of the 1871 and 1881 censuses, (45 rolls); Ward Chipman's papers, (13 rolls); Placide Gaudet's "Généalogies acadiennes", (4 rolls); Early French and Acadian records, (2 rolls); Canadian seamen's certificates of competency, 1871–1921, (1 roll); List of shipwrecks off the coast of Canada, 1897–1944, and in

inland waters, 1870–1918, (1 roll), and the Public Archives of Canada's finding aids (#90 Great Britain records and #250 Public Records Office material) (27 microfiche cards). Sixteen microfiche cards of the Lorne Pierce finding aid were received from Queen's University Archives. (Pierce was an ordained minister in the Methodist Church, long time editor of Ryerson Press and a literateur.) A 35mm microfilm was donated by Mrs. Priscilla Haines, Mapleton, Utah. It contains genealogical sheets, primarily on Lunenburg County families, which were complied by Mrs. Elsie L. Thoresen.

The Public Archives purchased microfilms of the letter book of Digby Loyalist Edward Brudenell, from Harvard University Library, (1 roll); Ida Louisa Haggan's "Pioneer Families of Nova Scotia Street", (Ontario), from the Baptist Archives, McMaster Divinity College, Hamilton, (1 roll); and Carl Moulton's letters, which describe the 1917 Halifax Explosion, from the Connecticut Historical Society, (1 roll).

Twenty-two thousand seven hundred forty-five dollars ($22,745) were realized through the sale of microfilms to other institutions and individuals. During the year, 147 letters were answered by the Microfilm Archivist. Most of the letters related to the Microfilm Department or to genealogical inquiries. The Microfilm Archivist submitted 181 requests for Interlibrary Loans materials, primarily from the Provincial Archives of New Brunswick and the Public Archives of Canada. There has been a 287% increase in the number of requests for Interlibrary Loans material submitted by the Archives to other institutions.

EQUIPMENT

The Archives purchased two new Bell and Howell microfilm readers this year. They were greatly needed pieces of equipment. There is, however, still a shortage of modern readers because most of the Kodak readers date from the 1950s and 1960s and are frequently out-of-order. A continuing problem is the shortage of microfilm storage cabinets. Five cabinets, which hold newspapers and manuscripts/public records microfilms, were purchased during the past year. Another four or five cabinets must be purchased in 1987 or the Archives will not be able to accommodate the newspaper and manuscript microfilms which will be acquired during the year. Each cabinet holds 450 rolls of 35 mm microfilm.

EXHIBITIONS
(Darlene Brine)

The following exhibitions were available to the public during the year:

Chase Exhibition Room:

"The Art of Interpretation" prepared by Parks Canada: 31 November 1985 – 28 February 1986.

"Festival of Hands" prepared by Nova Scotia Designer Crafts Council: 10 March 1986 – 30 September 1986.

"The Prat Exhibition—Three Talented Sisters" prepared by Public Archives of Nova Scotia: 28 October 1986 – 15 March 1987.

3rd Floor Foyer:

"Charitable Irish Society" prepared by Public Archives of Nova Scotia: 15 January 1986 – 9 June 1986.

"Royal Nova Scotia Yacht Squadron" prepared by Public Archives of Nova Scotia: 16 June 1986 – 31 December 1986.

The Prat Exhibition: Three Talented Sisters
October 28,1986–March 15, 1987
(Margaret Campbell, Darlene Brine)

On October 27, 1986 *The Prat Exhibition: Three Talented Sisters* was officially opened by Nova Scotian artist Aileen Meagher. Approximately 200 guests attended including several relatives of the Prats. The Halifax Herald reporter and photographers as well as the ATV camera crew were on hand to provide media coverage.

This exhibition was the result of three years of work beginning with the complete organization and listing of this extensive collection. The Prat-Starr collection was donated to the Public Archives of Nova Scotia by Charles Harry Starr of London, England and the late Sally Starr. It consists of correspondence, financial accounts, newspaper clippings, genealogical information, photographs, artworks and artifacts, dating from the early 1700's to the 1960's.

The focus of this exhibition was the talents of three sisters from the Annapolis Valley, Annie Louisa Prat (1861–1960), painter/poet; Minnie Sophia Prat (1868-1901), bookbinder; and May Prat (1872–1965), leatherworker.

Annie, an artist all her life, painted a collection of watercolours of wildflowers and mushrooms of Nova Scotia, fifty of which have been displayed along with several miniature portraits and samples of her poetry.

Minnie Prat went to New York City in 1897 to apprentice with Evelyn Nordhoff, North America's first fully qualified woman bookbinder, and soon became an accomplished bookbinder herself. Several examples of her work were displayed as well as tools and equipment from The Primrose Bindery, Le Boutillier Studios, New York City. Minnie and her sister May operated this bindery from 1899 until Minnie's death in 1901, after which May ran it alone until 1903.

May Prat followed her sister Minnie to New York in the late 1890's and became a competent bookbinder and a fine leatherworker. Many of her works including portfolios, calling card cases, frames, belts and wall hangings were displayed along with her most memorable piece, a leather screen with large flower and leaf design.

Also on display were family manuscripts dealing with the Prat ancestry in England and the settlement of the family in Nova Scotia in 1846.

Much preparation was required for this exhibit. A 38 page catalogue was prepared consisting of an essay on the Prat sisters, a "Personal View" by Charles Harry Starr, son of May Rosina (Prat) Starr, and a listing of the works, 178 in all. A poster was designed by our staff and distributed to approximately 75 places such as museums, art galleries, libraries, universities and other public bulletin boards throughout Nova Scotia. We also mailed press releases to radio stations, newspapers, television stations, and magazines such as Atlantic Insight, Atlantic Advocate and Metro Guide. ATV Evening News, CBC's Radio Information Morning and Radio Noon, the *Mail Star*, *Daily News*, and *Kentville Advertiser* all provided coverage of the show.

The Prat exhibition attracted 563 visitors in the first month. We feel it has been a success and brought recognition both to the Prat Sisters and to the Public Archives of Nova Scotia.

ARTIFACTS
(Darlene Brine)

During 1986 there were 35 research requests concerning our artifact collection. Several individuals enquired about donating artifacts to the Archives. As we do not actively collect artifacts, these patrons were directed to the most appropriate institution.

In May several artifacts from AG 294, the Stairs Collection, were loaned to William Stairs Son and Morrow Companies for an exhibition mounted in connection with the reunion of the employees.

In June the Nova Scotia Tattoo borrowed several items from AG 295, Charitible Irish Society Collection, for a window display at Mills Brothers, Halifax.

Expo 86 requested three items for the Nova Scotia Pavilion and the following items were sent: AG 178.13 "Queen Mary" medal of the Cunard Steamship Company, presented to Mrs. Loring W. Bailey who crossed on the CAMBRIA in 1848; AG 178.14 "Queen Mary" medal of the Cunard Steamship Company, presented to Mrs. Fanny Lenoir of Halifax in 1936; one manuscript, RG 5, Series GP, Vol. 13, 1858, a petition from John Patch for the invention of the screw propellor.

All of the above items were returned with the completion of Expo '86.

LIBRARY
(Wendy Duff, Georges Dupuis)

Public service continues to be a priority for the library, as our patrons place heavy demands on our resources. To ensure the collection continues to fulfill our patrons' research needs, the librarian has prepared a collection policy for the library. The library staff has begun to kardex the library's periodicals which will provide a complete record of our serials holdings.

Tracy Marr, a library school student from the University of North Carolina, worked in the library for the month of July to complete her course requirements. Flora Lee, a student from Dalhousie University Library School, started her work experience with us in October.

Lou Sawler, our bookbinder, retired in October after fourteen years of service.

During the last year the library received three major donations. Rev. D. M. Sinclair donated three volumes of Nova Scotia pamphlets collected and bound together by A. Maclean Sinclair, renowned Gaelic scholar. Miss Phyllis Ross and Dr. Phyllis Blakeley's donations were large collections of Nova Scotian books and pamphlets. Michael Marshall made a financial contribution towards the purchase of Nova Scotia pamphlets.

Statistics

	1986	1985
Acquisitions	1,412	850
Monographs	2,068	1,838
Vertical files	108	198
Annuals	301	493
Microfilms	86	37
Microfiches	88	81
Town Council Minutes	147	190
TOTAL	4,210	3,687
Items Catalogued	1,519	1,690
Volumes Bound	90	150

NEWSPAPERS
(Anjali Vohra)

The newspaper section concentrated on the microfilming of backfiles of newspapers that were generously loaned for this purpose. The Public Archives of Nova Scotia would like to thank those who have allowed their collections to be preserved on microfilm for the benefit of all.

Of particular importance were the nearly 100 years of the *Bridgewater Bulletin* loaned by Lighthouse Publishing Ltd. Other collections loaned for filming included the *Dartmouth Patriot*, (1917, 1936–1952), scattered issues from the Dartmouth Heritage Museum; and the Wallace *Strait News*, (1972–1976), from Mr. Roy Kennedy and the Cumberland County Museum; the Middleton *Examiner*, (1980–1986); and the Bridgewater *South Shore News*, (1980–1986).

Now in progress is the filming of the New Glasgow *Clarion*, (1946–1949). Prior to the generosity of Mrs. W. P. Oliver, who loaned her copies for filming, there were no known issues of this important Black newspaper available for public consultation in Canada. Also in progress is the filming of the *Springhill Record* (1929–1975), and the *Parrsboro Record*, (1929–1975). The almost complete runs of these two papers were loaned to us through the courtesy of Mr. C. J. Albon—the owner, printer and editor of the papers during this time.

The refilming of the *Wesleyan*, (1883–1925), begun in 1985, was completed. This important project was handled with great skill by our staff who surmounted the many problems posed by the deterioration of the original newspapers since the time when they were first filmed.

Money from the C. Bruce Fergusson Trust Fund allowed us to purchase the microfilm reels of the Halifax *Morning Chronicle*, covering the years 1920–1947, and making our holdings, in microform, of this important newspaper complete.

Through an exchange with Mount Allison University we received 25 rolls of microfilm. They consisted of the *Amherst Daily News* (1979–1983); the Amherst *Citizen* (1980–1984) and the Pictou *Juvenile Entertainer* (1831–1832).

The Provincial Employment Program provided one person whose summer was spent organizing the newspaper originals stored in the second floor vault. Newspapers for all counties, except Cape Breton, were sorted and listed and wrapped to protect them from additional deterioration.

There was increased interest in our newspaper collection as shown by the microfilm sales which totalled in excess of $18,000.

STATISTICS FOR 1986

Newspapers received*

	New	Total
Weekly	4	32
Daily	1	8
Bi-monthly	1	2
Fortnightly/Semi-monthly	2	8

Monthly	7	17
Quarterly	2	3
Others	0	1
TOTAL	17	71

*We do not receive all newspapers in original form. Some papers are purchased at the end of the year on microfilm; others come in throughout the year on microfilm. These newspapers are included in Purchases and Exchanges.

Microfilms received	**Total**
1. Purchases and exchanges	209
2. Microfilmed in-house	207
TOTAL received Dec. 4, 1985–Dec. 1, 1986	416

PHOTOGRAPHS AND PICTURES

(Margaret Campbell)

Three major projects were undertaken by the Photograph/Picture Collection during the past year. An inventory of the art collection was produced through a grant under Section 38 of the Unemployment Insurance Act. In the photo lab a project was begun to duplicate our nitrate negative collection on positive film. The most time-consuming project was the Prat Exhibition, for which the Picture Archivist's main responsibilities were the art works in the exhibition, the catalogue, supervision of the poster design, and press interviews to publicize the event.

The main problem facing the Collection, as reiterated in the last three annual reports, is the acute shortage of staff. The resulting neglect of collections, the chronic backlog of photographs waiting to be accessioned; the need to duplicate deteriorating negatives and prints; photos left in poor quality enclosures because of lack of time to transfer them to archival envelopes; the dependence of cataloguing upon the the Provincial Employment Program, which means time-consuming training of each new employee and inconsistency in cataloguing; the limitations placed on collecting because of the problems of caring for already collected material; the backlog of 3,000 catlogued photos waiting to be typed and entered in our subject files. . .all of these point to the need for an archival assistant and a full-time photo technician. If this is not possible, consideration should be given to closing to the public one day a week to allow the staff to reduce the ever-increasing backlog.

PRINCIPAL ACCESSIONS

City of Halifax, Accession No. 1986-497

Buildings in Halifax photographed by the Building Inspection Department; aerial and general views of Halifax; Halifax north end housing; Africville; 1949–82; 1 m.

Fader Family, Accession No. 1986-494

Postcards and photos on postcard backing of various Nova Scotia communities sent to members of the Fader family of Halifax and St. Margaret's Bay, 1905-37, 1950–64; 170 items.

Foley Bros., Welch, Stewart and Fauquier,
Accession No. 1986-490

Album of photographs, annotated and dated, kept by Foley Bros., Welch, Stewart and Fauquier, contractors, as a record of their construction of the Halifax Ocean Terminals, 1914–17; 159 photographs.

N.V. Gastonguay, Accession No. 1986-489

Album of views of Halifax, circa 1895. Photographs of the funeral of Sir Charles Tupper, 1916; 4 cm.

Brigadier H.V.D. Laing, Accession No. 1986-498

Eight albums of Canadian military photographs and personal souvenirs of Laing's World War II military career; military functions and visits of dignitaries to Halifax, 1946–49 and Halifax's Bicentennial celebrations, 1949; 40 cm.

Charles Summer Scott, Accession No. 1986-133

Travel journal with photos and postcards kept by Charles Summer Scott, C.A., of Hamilton, Ont., containing: "A visit to Nova Scotia including Halifax, Chester, Sydney, and Louisbourg; with, in passing, some notes on Quebec: in July and August, 1916"; 4.5 cm.

Sydney's Great Fire, Accession No. 1986-64

Sydney's Great Fire, Saturday, October 19, 1901. A collection of nine selected photographs during and after the conflagration. Extra supplement to the Cape Breton Magazine. Published by the Bell Printing and Publishing Company, Sydney, N.S. Photographer: Kelly and Dodge, Sydney, N.S.; 13 pp.

IN-HOUSE PHOTO LAB

The photo lab continues to operate two and one-half days a week except during the fifteen week provincial summer employment program when it operates five days a week. During the year the photo technician, Anne Masterson, made 181 copy negatives and 183 copy prints of photographs and 281 contact prints of negatives borrowed from historical societies and members of the public; provided 319 duplicate prints to historical societies and others lending material; and made 372 contact film positives and 159 copy negatives of glass and deteriorating nitrate negatives. She also filled 135 public orders for photograph reproductions, producing 206 copy negatives, 448 copy prints and 125 contact prints.

This year saw the beginning of the project to duplicate our collection of deteriorating nitrate negatives. This is of great importance as nitrate negatives are subject to self-destruction and they comprise the greater part of the photographic record from 1900 to 1939. The only archivally acceptable method to ensure preservation of these negatives is to copy them onto positive film from which copy negatives can be made to produce high-quality prints indefinitely. As the process is a relatively new one, the photo technician had to do considerable research in the technical literature, as well as consulting with Brian Thurgood, Conservator of Photographic Records for the Public Archives of Canada, during his visit to Halifax in April to give a seminar on the care of photographs.

Our technician has made 213 film positives of the severely deteriorating nitrate negative collection by Arthur Hambleton of the Eastern Car Company's shipyard and railcar and munitions factory at Trenton during World War I. Thus this unique collection, on the verge of complete disintegration, will be preserved indefinitely. One hundred thirty-five valuable glass negatives of Lunenburg, 1900-05, which the owner was unwilling to donate, were also copied onto positive film and copy negatives were made from the positives.

Another project was the printing of three collections of glass and nitrate negatives belonging to the Annapolis County Historical Restoration Society. Prints of the negatives were given to the Society who will deposit these collections with us, as well as the extensive glass negative collection by Digby photographer Paul Yates.

SPECIAL PROJECTS

The Public Archives of Nova Scotia applied for and received a grant under Section 38 of the Unemployment Insurance Act to catalogue and produce an inventory of its documentary and fine art collection. The project, sponsored by Visual Arts Nova Scotia, operated from May 19, 1986 until January 2, 1987 and employed a project manager, two cataloguers, an assistant cataloguer and a typist for a total of 152 person-weeks. As several employees left the project when they found employment or their unemployment insurance benefits expired, the project employed a total of nine unemployed persons. In addition to paying the workers' salaries the project grant included $1,979.00 for archival supplies.

The initial training was provided by Art Gallery of Nova Scotia and the training of later employees by successive project managers Jane Plant and Barbara Van Kuren. The staff catalogued and completed condition reports, routine cleaning and identification labels and tags for 198 oil paintings hanging on the storage screens. They catalogued about 1,130 art works on paper and miscellaneous supports; did minor preconservation work on these such as removing non-acid-free mats and masking tape, labelling boxes as to fragile items, etc.; prepared archival folders, filed the works and labelled the boxes in order of accession number.

The project workers set up a catalogue and filing system for the art collection, with 10 binders of accession files, 13 binders of files on artists, and 10 public binders of catalogue sheets on the works, arranged by artists; a total of about 3 metres of files in all. The end result of the project will be an inventory of the collection entered on microcomputer so that it can be manipulated by artists and eventually, it is hoped, by subject as well. Unfortunately it will include at most 70 per cent of the collection, as the starting date of this and other Section 38 projects was postponed due to funding delays.

While much was accomplished during the project it also pointed out the drawbacks of substituting short-term projects with hiring restrictions and rapid staff turnover for the work of trained full time professional staff. However, given the skilled nature of the work and the turnover of staff, it is a tribute to the overall quality of the staff that so much good work was accomplished.

PROVINCIAL EMPLOYMENT PROGRAM
May 26—September 6, 1986

Photograph copying and catalogue project:
In addition to paying most of the photo technician's salary for the period, the project hired a cataloguer, Margaret McBride, who unframed, organized, accessioned, stored flat and catalogued 650 mainly oversize photographs according to the newly developed Nova Scotia Subject Headings Authority.

PUBLIC SERVICE STATISTICS

The staff replied to 400 phone calls and 105 letters; gave 16 tours of the picture collection to school groups and arranged for 92 public reproduction orders to be sent to Castle-Beveridge Photographic Services.

MAP COLLECTION
(Garry Shutlak)

The past year was a busy one in the map/architecture division. With the introduction of a Xerox electronic typewriter, the output has been greatly improved. During the year some 5,000 cards have been produced and some 3,000 of these were proofread and added to the catalogues. The more up to date the catalogues and descriptive tools the less staff time required in dealing directly with public inquiries. During the year 307 new items were sorted, cleaned, repaired, accessioned, catalogued and added to the collection.

MAJOR ACQUISITIONS

The major acquisition to the map collection has been the additions of fire insurance plans. We obtained a copy of Underwriters Survey Bureau plan of Halifax, November 1914 revised to November 1951, and on microfilm the Town of Yarmouth August 1891; August 1891, revised to 1900; August 1914 revised to September 1921; August 1914, revised to May 1927; November 1938, revised to August 1947 and March 1955. We

also borrowed and are readying for microfilm Amherst, August 1900 and January 1918.

In the architectural area we obtained plans of Adam McKean (1822-1910) and Melville McKean (1855-1931), builders, contractors, architects and surveyors of Pictou, Nova Scotia. Regrettably they are not dated and it will take considerable research to identify them properly.

SPECIAL PROJECTS

As noted in my last annual report we had a winter works project to update the architectural finding aids by architect, community and building type. This project lasted fourteen weeks and during that time 17 finding aids were checked and master entry forms typed along with some 3,500 cards which were added to the architectural card catalogue.

During the summer a student continued the work of the winter works employee examining 1,285 projects of the L.R. Fairn collection and wherever necessary flattening, recataloguing and reindexing the collection. Subsequently he also catalogued and indexed 225 projects transferred from the Building Inspection Division, City of Halifax.

PUBLIC SERVICE STATISTICS

Maps	day	4,300
	night	593
	TOTAL	4,893
Architectural plans		
	day	2,000
	night	120
	TOTAL	2,120
Maps and plans		7,013
Telephone inquiries		671
Correspondence		130
Tours		27
Researchers		1,024

FILM AND SOUND DIVISION

(JoAnn Watson, Christine Callaghan)

PRIORITIES AND NEEDS

There has been great upheaval within the staff of the Film and Sound Division over the past two years. The process began with the resignation of the former Film and Sound Archivist (1 April 1985) and was finally resolved with two appointments: JoAnn Watson (1 April 1986) as Film and Sound Archivist, and Christine Callaghan (29 September 1986) as Film and Sound Archivist Assistant. Within that period of time the department received funding from various agencies which resulted in temporary positions for six employees, the greatest number in Film and Sound's history. In January of this year, the then acting Film and Sound Archivist left for a six month maternity leave. Three days prior to her return in August, the acting Film and Sound Archivist, Bonnie Baker, resigned.

Department priorities at this point in time consist of the on-going training of the Film and Sound Archivist Assistant; review of departmental policies; and creation of procedural manuals for such things as equipment use and cataloguing standards.

Of utmost importance is the resolution of the computer needs of the department. The lack of subject access to this collection creates more of a hindrance with each acquisition. With the implementation of an automated system, and the addition of subject headings and name authorities to each catalogued record using the Nova Scotia Subject Headings Authority it is hoped that this problem will be rectified.

Presently collections stored in the department under the category of "temporary deposits" are under review. In the past, collections of independent filmmakers were stored in the department under an informal, unwritten agreement. Currently filmmakers are being contacted and discussions are on-going concerning terms of storage. A standard, formal, written agreement is being developed.

It is anticipated that at the current rate of growth the Film and Sound vault will be full within the next year. At the present time we house 2,191 cans of black and white film, 909 cans of colour film, and 32 cans of negative film. There is an anticipated acquisition of approximately 2,000 cans within the next few months; we have space for approximately 1,500 cans. The storage problem is serious. The situation is not as critical with respect to audio material, but it is anticipated we will be in need of additional storage within the next three years.

Despite the fact that storage space is diminishing rapidly in the Film and Sound Department, collection development is a priority. A number of interesting collections have been brought to light recently. The Film and Sound Department has no acquisitions budget. More frequently, when negotiating deposit arrangements, the donor requests copies of material being deposited. Provision for audiotapes and videotapes serving this purpose should be made in an acquisitions budget, as should funds for purchasing material which cannot be obtained free of charge, i.e. commercial audiotapes and discs, 16mm. film prints, video productions, etc. Without such funds at our disposal, acquisitions will not reflect the productivity of Nova Scotia's sound and moving image heritage.

The Film and Sound Division is in desperate need of Regular and Super 8mm. film viewing equipment. We have acquired a number of collections comprised of these formats within the past two years, and the equipment presently in use is almost totally inadequate. It is quite literally impossible to appraise a collection of these formats using our existing viewing equipment. The screen is tiny and of poor quality, and the lighting dull. Consequently, colour, detail, and quality "seen" on the screen do not accurately reflect the film itself. Eyestrain and resulting headaches are common when assessing such collections. This problem could be rectified by purchasing customized adaptations of 16mm. film viewers/rewinds for each of these formats, at an expense of less than $3,000.

Acquisitions

Number of Accessions		59
Discs		6
Audiotape		962
Videotape		107
Film		1,603
Printed Documents	ca.	98 cm.

User Statistics

Researchers		242
Requests—Filled		
	Audio	140
	Video	67
	Film	174
	Miscellaneous	21

Requests—Unfilled		12
Copies of Materials Made	Audio	9
	Video	8
	Xerox	325
Events in Audio-Visual Room for which equipment supplied		77

PRINCIPAL ACQUISITIONS

William Pride Henderson Collection

17 rolls of regular 8mm. film, shot mostly in the Port Medway area during the late 1930's; ca. 4 hours. 4–60 minute video dubs of the above mentioned film.

Television Film Collection

1,514 cans of film (various CBC television programs produced from 1970–1974); ca. 757 hours.

27 videotaped "Heritage" programs; ca. 13½ hours.

Harold Weir Collection

15—400′ cans of 16mm. film, black and white and colour, and 4—50′ cans of film, black and white and colour, shot principally in Nova Scotia during the 1930's, 1940's, and 1950's; ca. 2¼ hours.

4 video dubs of the collection; ca 2¼ hours.

Royal Commission on Post Secondary Education

95 audio cassettes, and 19 bound volumes of transcripts, of presentations to the Commission; ca. 90 hours of recorded material; December 1983—April 1984.

Freeman Collection

2 video dubs of a valuable collection presently stored in the Film and Sound Department; ca. 1 hour 12 minutes.

Nova Scotia Government Services Film Unit

21 video dubs of the Margaret Perry Collection; ca. 7½ hours.

1 video dub of the Margaret Perry film *Out in the Open*; ca. 20 minutes.

3 16mm. films; ca. 1½ hour.

CBC Radio Collection

412 audiotapes; ca. 206 hours.

International Women's Peace Conference, 5–9 June 1985

110 audiocasettes of theme workshops; ca. 110 hours. Accompanying files and transcripts.

30 videotapes and notes; ca. 6½ hours.

12 reel-to-reel audiotapes and notes; ca. 12 hours.

64 audiocassette tapes and notes; ca. 63 hours.

International Institute for Conservation of Historical and Artistic Works: Canadian Group Collection

15 audiotapes of the proceedings of the 11th annual conference workshops held in Halifax, May 13–16, 1985, entitled "Computer Technology for Conservators". Text and transcripts of the conference proceedings.

Sam Short Collection

15 rolls of 8mm. black and white and colour film, and 32 rolls of 16mm. black and white and colour film, shot in and around Halifax, during 1940's and 1950's; ca. 2 hours.

1¾" videodub of the 8mm. film; ca. 1 hour.

E. A. Bollinger Collection

5 rolls of 16mm. black and white film, shot in the 1930's, ca. 90 minutes.

Red Snapper Films Collection

10 cans of 16mm. film material relating to the production "Starting Right Now".

4 reels of audiotape from the same film.

Royal Commission on Forestry Collection (1986–45)

204 audiocassette tapes; ca. 195 hours. Recordings of public hearings conducted for the Royal Commission on Forestry, August 19, 1982—March 8, 1983.

Maurice Crosby Collection (1986–53)

2 rolls of 16mm. colour film, shot by Wallace MacAskill. Includes footage of *Bluenose I's* last race against the *Gertrude L. Thebaud*, as well as a travelogue of Nova Scotia; ca. 22 minutes.

Dr. Helen Creighton Collection (1986–43)

A preliminary inventory of the Creighton Collection should be completed by the end of 1986. At present, the estimated content is as follows:

550 audio tapes; 300 audio discs including Library of Congress originals and commercial recordings; 3 film strips; 6 wax cylinders; 15 metres of published material including books, journals, articles, brochures, etc.; 30 framed photographs and citations; 50 artifacts including medals, awards, prizes, etc.; 14 metres of file cards; 15 file boxes of correspondence; 17 metres of manuscript material including field books, photographs, correspondence, sheet music, scrapbooks, music and lyric transcriptions, folk genre transcriptions, galleys, reports, clippings, awards and honors, broadcasts, lectures, citations, etc.

FILM AND SOUND RECORDED ACQUISITIONS

* Material recorded on audiotape by the Film and Sound Department:

History of Mainland South

A speech given by the Honourable John Buchanan, Premier of Nova Scotia, January 21, 1986, during the official opening ceremonies of the William Spry Community Centre.

The Nature of the Record

A weeklong series of workshops/discussion groups, sponsored by the Council of Nova Scotia Archives at the Public Archives of Nova Scotia, March 17–21, 1986. Workshops were led by Hugh Taylor, Jay Atherton, and Albert Cyr.

Jean Dryden

An address by Jean Dryden, member of the working group on Archival Descriptive Standards of the Bureau of Canadian Archivists, to the staff of P.A.N.S., on Archival Descriptive Standards; November 18, 1986.

ACQUISITIONS IN PROGRESS

The staff of the Film and Sound Department has visited the CBHT film library and has selected *Land and Sea* programmes dating from 1975 to 1978 inclusive. This represents about 175 cans of double system film production material. As well, we are in receipt of a complete list of *Land and Sea* film productions dating from 1979–1984 inclusive. Using that list we will again visit the CBC facility to select material for deposit here at the Public Archives of Nova Scotia. We have decided that rather than

taking wholesale deposits of film material from CBC, a more orderly approach will be taken. We will approach CBC for a programme by programme deposit, using CBC production lists as a basis for selection. Programmes under consideration are: *MacIntyre File*, *Inquiry*, and *Newsday*.

The Film and Sound Department has taken receipt of 1,920 cans of 16mm. film from ATV. Film and Sound will survey the film and retain those titles which fit our selection criteria. Any film not selected will be returned to ATV.

Ongoing discussions continue with Mr. Maurice Crosby, who has deposited 2 valuable 16mm. films shot during the 1930's and 1940's by Wallace MacAskill. Mr. Crosby has in his possession approximately 8 more cans of MacAskill footage which he intends to deposit at the Public Archives of Nova Scotia.

The Film and Sound Department is aware of collections of certain amateur filmmakers and is in negotiation stages, preparing to acquire the material for the Public Archives of Nova Scotia. These collections include a sizeable collection (35 reels) of 16mm. footage shot by Dr. Alexander Leighton. Dr. Leighton has broken the material into three broad topic areas: The Development Project at Marshalltown; Occupations, including lumbering and fishing, in the Digby area; Recreational activities in the Digby area.

The foregoing films have been made since 1950, and are silent, black and white, 16mm. film.

The *Feindel Collection* includes footage shot by Mr. Carroll Burton Feindel during the late 1940's and early 1950's. "Toilers of the Sea", included with the collection but not shot by Mr. Feindel, is an interesting film for its documentary approach to the early fishing industry. The material is presently in the Film and Sound Division for examination and selection.

Another collection we have examined is the *Eugene Freeman Collection*. This material has been shot on regular 8mm. film, black and white and colour, silent. It is a very interesting collection of material which includes footage of a tour of the Minas Basin Pulp and Paper Company, the Robbins Brothers Circus coming to Halifax in 1938, and the Royal Visit, 1939. Also included is colour footage shot by Eugene Freeman's son, David Freeman, of a train wreck on the Medway River in 1963, and of another wreck at French Village, in 1963 or 1964.

We are anticipating the deposit of approximately 100 hours of tapes recorded by Ron Caplan for Cape Breton's Magazine. This will add to the approximately 257 interviews with individuals already in our collection.

We will be acquiring a large collection of audiotapes recorded by Karen Flikeid, Department of Modern Languages and Classics, St. Mary's University. These tapes are interviews conducted throughout Acadian communities in Nova Scotia by Ms. Flikeid, who has used them as a basis for her study of linguistics.

Contact has been made with Nancy and Joseph Jabbra for the purposes of acquiring their taped interviews with Lebanese Canadians in Nova Scotia.

EQUIPMENT ACQUISITIONS

Within the past year, the Film and Sound Department has received from CBC, on loan for an indefinite period of time, two valuable pieces of equipment: a Lenco B55 turntable with tone arm and Shure M44-7 stylus. This turntable has 4 speed capability, 16, 33, 45, and 78 rpm. Can-Am Ultrasonic Film Cleaning Machine. This sprocketless machine accommodates all gauges of film from single 8mm. to 35mm. It will enable the Film and Sound Division to swiftly and efficiently clean up to 200′ per minute, far faster than a technician can clean film with the rewinds currently in use.

CONSERVATION PROJECTS UNDERTAKEN IN 1986

Margaret Perry Collection

Transfer of the Margaret Perry Collection from 16mm. film to ¾" video has been completed. The NFB has provided this service free of charge.

In January 1986, the Provincial Conservation Committee approved funds for the Film and Sound Conservation project totalling $3,210.00. To date, collections transferred from film to video include Freeman, Weir, Short, and Pride-Henderson.

SPECIAL PROJECTS

In July of this year, the Public Archives of Nova Scotia received funding to work on the Dr. Helen Creighton Collection through the "Arrangement and Description Backlog Reduction Cost-Shared Cooperative Program"

of the Canadian Council of Archives. The funding amounts to $44,000.00 over an 18 month period. Costs are shared proportionately by the Public Archives of Canada ($22,000.00); the Province of Nova Scotia ($15,000.00); and the Public Archives of Nova Scotia ($7,000.00). Clary Croft began work on October 1, and expects the project to be completed by March 31, 1988.

To date all materials held at the Public Archives of Nova Scotia have been inventoried. The rest of the collection, which is in Dr. Creighton's home, is being itemized and edited. The preliminary inventory should be completed by year end. By 31 March 1987, the material at Dr. Creighton's home will be transferred to the Public Archives of Nova Scotia, and the arrangement and sorting of materials well underway.

The Public Archives of Nova Scotia entered into another agreement with the Public Archives of Canada to continue work on the CBC Regional Radio and Television collection. This year the funding amounted to $26,970.00. The contract stipulates that the Public Archives of Nova Scotia "select, preserve, catalogue and make available for research 450 hours of regional radio programming...and 898.5 hours of regional television programming." Sharon Sutherland and Karen Berrigan agreed to continue their work on this collection, which they had started last year. Sharon's contract expires March 31, 1987. Karen's contract expired in September of this year.

The research stage of the Nova Scotia Filmography has been completed for the years 1898–1973. Plans include entering all the accumulated research information onto a computer data base in preparation for publication. The Province has provided $10,000.00 for the publication of the Nova Scotia Filmography. Gordon Parsons is presently looking into funding to enable him to extend research beyond 1973 to the present.

During the latter part of the summer, Gordon Parsons, Filmographer, and Sandra Haycock, Public Records Archivist, endeavoured to determine the computer hardware and software needs of the Film and Sound Department. They performed a study in consultation with Penny Nielson, Systems and Computer Services, Nova Scotia Department of Government Services, and JoAnn Watson, Film and Sound Archivist. The findings of this undertaking have been compiled in the Film and Sound Automation Study.

REPORT ON PROVINCIAL EMPLOYMENT PROGRAMME SUMMER 1986

MICROFILMING

The summer microfilming programme allowed 55 rolls of microfilm to be prepared over the summer. The collections included church, municipal, society and private papers. Significant progress was made on microfilming the *Bridgewater Bulletin* which will permit us to generate approximately $3,000.00 in income through sales of this newspaper.

PHOTOGRAPHS

The cataloguer for this project unframed, stored flat, accessioned and catalogued over 650 oversize photographs. Several small photo collections were also accessioned.

The photo technician made 150 copy negatives and prepared 750 prints for reference purposes and public orders. Approximately 220 deteriorating nitrate negatives were also prepared.

The result of this programme can be seen in photo credits on television, magazines, textbooks and local histories.

PRAT EXHIBIT

Public relations, press releases, posters, invitations and reception planning have all been completed. All visual materials have been matted and framed with the cooperation of the Art Gallery of Nova Scotia. An essay/hand-out has been prepared. The Exhibit will run from 28 October 1986 to 15 March 1987.

OVERSIZE DOCUMENTS

384 Indian Treaties, Barristers Rolls, Commissions, Patents and other oversize documents were cleaned, catalogued, placed in acid free folders and placed in flat storage. The catalogue data has been entered into an IBM micro-computer and an invaluable finding aid will soon be completed.

About 100 documents were not completed but work will await the acquisition of additional flat cabinets. Certain documents of particular historical and archival value have been identified for extensive conservation work when funding can be located.

COURT AND MUNICIPAL RECORDS

Digby County Court and Municipal Records, circa 1800—circa1900, encompassing some 48 linear feet were organized, arranged, cleaned, repaired, laballed, filed and boxed. The listing for court records was completed. The municipal records are now ready for listing.

ARCHITECTURAL AND HALIFAX CITY RECORDS

The L.R. Fairn Collection of architectural plans, 1899–1979 was examined, flattened, catalogued and indexed. Some 1285 sets of architectural drawings made up the collection.

Work then commenced on some 225 sets of project drawings from the Building Inspection Department, City of Halifax.

NEWSPAPERS

An inventory of all original newspaper collections in our 2nd floor vault was carried out. The newspapers for all counties, except Cape Breton, were sorted, organized and listed. A kardex, meeting National Library of Canada cataloguing standards, is presently being prepared.

STAFF CHANGES

Ms. Terri Hayward, Secretary to the Provincial Archivist resigned in January. Ms. Lillian Leonard kindly assumed the position on an interim basis until June 1986 when Ms. Francine Métivier was hired through competition.

Ms. JoAnn Watson, Film and Sound Archival Assistant, won the competition for the position of Film and Sound Archivist in February 1986.

A competition was subsequently held for the position of Film and Sound Archival Assistant and Ms. Christine Callaghan was the successful applicant.

Brenton Haliburton resigned after ten years as microfilmer. In the competition which followed, Ms. Linda Cookson was the successful applicant.

The position of Public Records clerk/typist was until 1986 a casual position. With Management Board approval the position was reinstated to a permanent position and after a competition Ms. Tina Parsons accepted the permanent position.

Louis Sawler, the Archives' bookbinder since 1974, retired in October. His dedicated work and craftsmanship will be missed.

STAFF ACTIVITIES

Carman V. Carroll, Provincial Archivist, was the guest speaker at the annual meeting of the Association of Newfoundland and Labrador Archivists in April 1986. He also presented a paper: "From Deposit to Donation: An Acquisitions Strategy for Ministerial Papers" at the annual meeting of the Association of Canadian Archivists in Winnipeg in June and he also attended the annual meeting of the Dominion-Provincial Territorial Archivists. He also served on the ACA's Finances Task Force. Mr. Carroll was elected president of the recently formed Halifax chapter of the Association of Records Managers and Administrators and he spoke at the association's inaugural seminar in September. He opened the international copier art exhibition, "Books Build Bridges", prepared by Ms. Sara Jackson at the Technical University of Nova Scotia. He addressed the North Shore Archives Society in Tatamagouche on arrangement and description of archives and he began a three year term as a member of the Board of Governors of the Nova Scotia Museum.

Mr. Carroll attended the Atlantic Canada Workshop in Fredericton and met with the Provincial Archivist of New Brunswick at that time. Other speaking engagements included the Halifax Library Association and the Mount St. Vincent Motherhouse Archives. He attended the spring and fall meetings of the Council of Nova Scotia Archives. He is a member of the Provincial Conservation Committee. The Dominion Archivist, Dr. Jean-Pierre Wallot met with the Provincial Archivist in March in Halifax.

Allan C. Dunlop, Associate Provincial Archivist, attended the Council of Nova Scotia Archives annual meeting in March and currently serves as Treasurer of the Council. He also attended the annual meeting of the Federation of Nova Scotian Heritage in May; the Atlantic Canada Studies

Workshop in Fredericton, N.B. in September; and the World of Work in Baddeck in October, the Association of Atlantic Historians in Annapolis Royal in the same month and the fall Conference of the Council of Nova Scotia Archives in Amherst.

Mr. Dunlop acted as a judge in the Heritage Awards Contest, Colchester County Historical Society, Truro, in February.

The Associate Provincial Archivist presented a paper concerning the dispute over the location of the Cumberland County Courthouse to the Annual General Meeting of the North Cumberland Historical Society, Pugwash in May. He also gave a talk on the history of the North West Arm to the North West Arm Heritage Association, Armdale in June.

In October he presented a paper, "George Patterson: A Pioneer Oral Historian," to the Conference on Ethnicity, Oral Testimony, and the World of Work, Baddeck.

He chaired a panel on Thomas McCulloch and Pictou Academy at the meetings of the Canadian History of Education Association; and gave a talk on "Writing a Local Church History," to the Halifax Presbytery of the Maritime Conference of the United Church of Canada in October.

His article, "George Patterson: A Pictou Historian," appeared in Volume 42, *Collections of the Royal Nova Scotia Historical Society.*

Mr. Dunlop is a member of the Ad Hoc Committee for the Preservation and Access of Nova Scotia Newspapers; a member of the Maritime Conference Archives advisory body and is provincial Chairperson of the American Association for State and Local History, Awards Committee.

Darlene Brine, Archival Assistant, participated in the following activities: Council of Nova Scotia Archives' spring seminar, "The Nature of the Record"; Federation of Nova Scotian Heritage Seminar "The History of Wallpaper" in April; International Institute for Conservation, Atlantic Regional Group, Dr. Ian McLeod, "Conservation of Shipwrecks", July in Halifax; Council of Nova Scotia Archives' fall seminar on Archives, Architecture and Industry, in Amherst; and Towards Descriptive Standards, an informal talk given by Jean Dryden, President, Association of Canadian Archivists, November in Halifax.

Barry Cahill, Manuscripts Archivist, read a paper entitled "A Lawyer Goes to War: Stephen DeLancey and the American Revolution" before the Halifax-Dartmouth Loyalist Association in May. The paper is to be published in *The Loyalist Gazette*. Mr. Cahill's paper, " 'Fide et Fortitudine Vivo': The Career of Chief Justice Bryan Finucane," was published in Volume 42 of the *Collections of the Royal Nova Scotia Historical Society*. His review of *Politics of Nova Scotia (Volume 1) 1710–1896*, by J. Murray Beck, was published in *The Atlantic Provinces Book Review*, Volume 13, Number 3 (September—October 1986).

In March Mr. Cahill attended the spring meeting of the Council of Nova Scotia Archives. In May, Mr. Cahill was elected a councillor on the executive of the Royal Nova Scotia Historical Society. He also joined the Commonwealth Archivists Association.

Ms. Christine Callaghan, Film and Sound Archivist Assistant, is currently enrolled in a course given through the auspices of the Nova Scotia College of Art and Design by the Atlantic Filmmakers' Cooperative entitled "Introduction to 16mm. Filmmaking". Through this course, she will be introduced to 16mm. film production and post-production. This will be an invaluable aid to her with respect to better understanding the technical aspects of her new job.

Margaret Campbell, Photograph Archivist, attended the Council of Nova Scotia Archives' seminar, "The Nature of the Record", in March; several seminars offered by the Federation of Nova Scotian Heritage including "Gifts to Heritage Institutions"; "Care of Photographs", a seminar with slides on photo conservation, discussions and hands-on experience in the basic care of photographs; and "Care of Fine Art Artifacts", a seminar with slides on fine art conservation, discussions and hands-on experience in the basic care of oil paintings.

Ms. Campbell also attended, "A Good Look", a symposium sponsored by Visual Arts Nova Scotia on the state of the arts community in Nova Scotia. She conducted a seminar for the staff of the Sport Heritage Foundation to advise them on the care of their photograph collection. She also prepared a book review of Joan Payzant, *Halifax, Cornerstone of Canada* (Windsor Publications, 1985) for the *Nova Scotia Historical Review*, Vol. 6, no. 1, 1986.

Wendy Duff, Librarian, attended the March weeklong seminar, "The Nature of the Record" and the annual meeting of the CNSA. She attended the annual conference of the Association of Canadian Archivists

in Winnipeg and, along with Julie Morris, presented a workshop on "Subject Indexing and its Standardization: The Nova Scotia Experience". She participated in a seminar on problem patrons given by the Nova Scotia Library Association, attended by the Rum-by-Gum Conference in Yarmouth as well as the fall CNSA meetings in Amherst where she chaired a session on computers and archives.

Ms. Duff is a member of the Ad Hoc Committee for the Preservation and Access of Nova Scotia Newspapers; a member of the Atlantic Provinces Library Association Conservation Committee; treasurer of the Halifax Library Association; secretary-treasurer of the Atlantic Region, Conservation Group and a member of the Nova Scotia Government Library Council.

She prepared a document on PANS' library collections policy and gave a workshop with Julie Morris on subject headings to the Association of Newfoundland and Labrador Archivists. In June and December she prepared Nova Scotia's contribution for "Recent Publications Relating to the History of the Atlantic Region" for two issues of *Acadiensis*.

Georges Dupuis, Library Assistant, attended the Council of Nova Scotia Archives' spring seminar, "The Nature of the Record", where he presented a paper entitled "A Prelimiary Draft of Sports-Related Material held at PANS", and the Council's fall seminar in Amherst. He also participated in the Rum-by-Gum Conference in Yarmouth and the Conservation of Library Materials Workshop.

Philip Hartling, Microfilm Archivist, attended the Council of Nova Scotia Archives seminar entitled "The Nature of the Record" conducted by Mr. Hugh A. Taylor in March.

He represented Heritage Trust of Nova Scotia at the Federation of Nova Scotian Heritage's annual general meeting on 31 May 1986. He was the nominee of Heritage Trust for the Federation's annual President's award which was given at the banquet that evening.

In November, he attended the Council of Nova Scotia Archives' fall conference which was held in Amherst.

His book review of *The History of the Dartmouth Quakers* by Douglas Trider appeared in Volume 6, Number 1 of the *Nova Scotia Historical Review*, 1986. In April 1986, his pamphlet *Researching an Anglican Parish History in the Diocese of Nova Scotia* was published by the Diocese.

Mr. Hartling continues to serve as secretary of the Anglican Diocesan Archives Committee and the Resources Chairman for Heritage Trust of Nova Scotia. During the summer he supervised the Provincial Employment Programme's employee at the Archives in the Anglican Diocesan Centre, Halifax.

Sandra Haycock, Head, Public Records Division, attended the Council of Nova Scotia Archives' seminar, "The Nature of the Record" by Hugh A. Taylor in March; the Records Management seminar given by Jay Atherton of the PAC, and the Paper Conservation Workshop by Ruth Legge. She also participated in the Federation of Nova Scotian Heritage seminar, "Gifts to Heritage Institutions" in April. In May she travelled to Ottawa for a weeklong tour of the Public Archives of Canada, and held meetings with divisional archivists. Ms. Haycock attended the annual conference of the Association of Canadian Archivists in Winnipeg and chaired and commented on this session, "The Ideal Archives: Myth and Reality". She also toured the Provincial Archives of Manitoba. She attended the first seminar of the Association of Records Managers and Administrators (Halifax Chapter) in September and the fall conference of the Council of Nova Scotia Archives, "Archives, Architecture and Industry" in November.

Ms. Haycock addressed the Beth Israel Sisterhood on "Tour historical Nova Scotia" and presented a paper to the Royal Nova Scotia Historical Society entitled "Nova Scotia's Pioneer Missionary to Korea: Duncan Murdock MacRae, 1868–1949" in March. She presented a paper with JoAnn Watson to the joint meeting of the Society for the Study of Ethnicity, the Canadian Oral History Association and the Atlantic Oral History Association entitled "Ethnicity, Oral History and the Public Archives of Nova Scotia".

She presently is Newsletter editor and member of the Executive of the Council of Nova Scotia Archives and acted as Interim Secretary (March—September 1986) and Member of the Board of Directors of the ARMA (Halifax Chapter). Ms. Haycock is also Regional Editor of *Archivaria* for the Maritimes and Newfoundland and the Archives' representative on the conjoint medical archives committee.

Lillian Leonard, Library Clerk, attended the Federation of Nova Scotian Heritage seminar, "Conservation of the Curator: Health Hazards in the Workplace" in April and the Nova Scotia Library Association seminar on the problem patron in October.

John MacLeod, Public Records Archivist, attended the spring conference of the Council of Nova Scotia Archives entitled "The Nature of the Record". He also attended other CNSA activities during the week and was in Amherst for the fall CNSA meetings. He participated in several seminars sponsored by the Federation of Nova Scotian Heritage, "Gifts to Heritage Institutions" and "Basic Techniques in Photograph Conservation". He attended the FNSH annual meeting.

Mr. MacLeod attended the collective bargaining workshop sponsored by the N. S. Government Employees Union, the September seminar given by ARMA, Halifax Chapter, and the Atlantic Canadian Workshop in Fredericton. He also addressed a career day seminar at Sir John A. Macdonald High School in Five Island Lake.

Mr. MacLeod presented a paper entitled "The Dryness of the *Liquor Dealer*" at the Rum-by-Gum conference in Yarmouth in October.

Julie Morris, Genealogical Archivist, was in Sydney in January to examine the on-line data base system and subject indexing at the Beaton Institute. She attended the seminar, "The Nature of the Record", conducted by Hugh A. Taylor, for the CNSA in March, the Genealogical Institute of the Maritimes meeting in Amherst in May and the Atlantic Canada Institute, Sackville, N.B. in August.

In February she spoke on "Genealogical sources at the Public Archives of Nova Scotia" to the Heritage Association of Antigonish.

She prepared an article on subject indexing ethnic collections for the bulletin for the Society for the Study of Ethnicity in Nova Scotia (SSENS), and conducted training workshops on the subject headings project for the Council of N.S. Archives in Yarmouth, Pictou, Port Hastings and Sydney in May. She attended the annual meeting of the Association of Canadian Archivists in June and gave a workshop entitled "Subject Indexing and Standardization: the Nova Scotia Experience" with Wendy Duff.

She spoke on "Genealogical sources at the Public Archives of Nova Scotia" to the Cape Breton Genealogical Society, Sydney in June. She

prepared a procedure manual for Part-time/Casual Staff on the third floor of the Archives and conducted an assessment and training workshop for the subject headings project with the Council of Nova Scotia Archives, Sydney, Port Hastings, and Pictou in October.

Finally she conducted a workshop on standardization and subject indexing in archives to the Association of Newfoundland and Labrador Archivists, St. John's in December.

Ms. Morris is a member of the Ad Hoc Committee for Genealogical programs with Department of Tourism; she is Vice-President of the Genealogical Association of Nova Scotia, and Treasurer of the Genealogical Institute of the Maritimes.

Garry Shutlak, Maps and Architectural Plans Archivist, gave his lecture "The Titanic and the Halifax Connection" to seven schools throughout the year. He also spoke to Technical University of Nova Scotia students on "Beaux Arts Architecture at P.A.N.S." and "How to use the Archives as a Tool in Architectural Research". He presented a paper entitled "Fire Insurance Plans and their Uses" at the fall meeting of the Council of Nova Scotia Archives and another paper, "Historic Maps and their Uses" to the Heritage Coordinators meeting, Heritage Unit, Department of Culture, Recreation and Fitness. Several other presentations on how to use maps and plans for research projects were given throughout the year. Listings were also submitted for the fourth edition of the publication, "Map Collection in the United States and Canada: A Directory".

Wendy Thorpe, Public Records Archivist, attended the 81st Annual Conference of the Union of Nova Scotia Municipalities in September in Halifax, N.S.

Two book reviews were published in the *Nova Scotia Historical Review*, Vol. 6, No. 1, June 1986: One on *Mud Creek: The Story of the Town of Wolfville, N.S.* by James Doyle Davison, and *Intimate Fragments: An Irreverent Chronicle of Early Halifax* by Robert E. Krull.

She also completed a biography of the "Honourable Michael J. Power (1834–1895), merchant and politician, for Vol. XII of the *Dictionary of Canadian Biography*.

Anjali Vohra, Newspaper Assistant, is a member of the Ad Hoc Committee for the Preservation and Access of Nova Scotia Newspapers and the Atlantic Region Conservation Group.

JoAnn Watson, Film and Sound Archivist, attended the Council of Nova Scotia Archives weeklong workshop entitled "The Nature of the Record".

During the week of September 22–26, the Public Archives of Canada conducted a "Consultation on Cataloguing Standards for Sound and Moving Image Archives" in Ottawa. The Film and Sound Archivist attended this weeklong series of workshops, with over fifty-four representatives from Sound and Moving Image collections across the country. She was invited to participate in daily "wrap-up" sessions with two other participants. A series of recommendations were presented for approval the next day to workshop attendants.

Ms. Watson also attended a joint conference sponsored by the Association for the Study of Canadian Radio and Television, and the International Federation of Television Archives, entitled "The Evolution of Broadcasting" held at Concordia University, Montreal.

In October she attended a conference on "Ethnicity, Oral Testimony, and the World of Work" held in Baddeck. This conference was jointly sponsored by the Society for the Study of Ethnicity in Nova Scotia, the Atlantic Oral History Association, and the Canadian Oral History Association. The Film and Sound Archivist and Sandra Haycock presented a joint paper entitled "Ethnicity, Oral History, and the Public Archives of Nova Scotia".

In October as well Ms. Watson attended screenings of some of the more than 80 film and video submissions for the *Atlantic Festival Atlantique* and in November she attended a joint conference of the Councils of Nova Scotia and New Brunswick Archives, held in Amherst, entitled "Archives, Architecture and Industry".

The Film and Sound Archivist has attended the regular monthly meetings of the Motion Picture Heritage Fund of Nova Scotia, in her capacity as Secretary/Treasurer. In the past year, the Motion Picture Heritage Fund of Nova Scotia has initiated two major fund-raising efforts: The Atlantic Première of "My American Cousin", and development work on the "Parents' Guide to Children's Television". Currently, the Committee is planning a new fund-raising endeavour built around the Atlantic première of the film "The Decline of the American Empire". As well, during the past year, several significant collections of archival film in need of restorative work have been brought to the attention of the Committee. The Committee hopes to allocate funds for the conservation of these films in the near future.

PUBLIC SERVICE STATISTICS

January to December 1986	1986	1985
Researchers (Library):		
Day	6,081	6,265
Evening/Weekend	4,790	4,487
Researchers (Manuscripts):		
Day	6,226	6,186
Evening/Weekend	4,190	5,034
Researchers (Photographs):		
Day	636	672
Evening/Weekend	22	31
Researchers (Maps):		
Day	971	1,041
Evening/Weekend	71	122
Researchers (Film & Sound):		
Day	303	293
Books:		
Day	12,713	12,176
Evening/Weekend	9,703	10,867
Microfilms (Library)		
Day	12,133	13,958
Evening/Weekend	14,768	15,069
Newspapers (Originals)		
Day	2,278	1,673
Evening/Weekend	929	1,115
Manuscripts (Originals)		
Day	7,215	8,542
Evening/Weekend	6,547	8,433
Microfilms (Manuscripts):		
Day	8,882	10,511
Evening/Weekend	9,316	12,523

Photographs:		
Day	6,084	10,818
Evening/Weekend	663	298
Pictures:		
Day	417	307
Evening/Weekend	1	10
Maps:		
Day	4,702	4,365
Evening/Weekend	742	930
Architectural Plans:		
Day	2,065	3,330
Evening/Weekend	276	947
Film/Sound		
Day	416	1,024

January to December 1986	**1986**	**1985**
Days Open	250	248
Evenings Open	244	244
Weekends Open	47	46
Total Researchers:		
Day	14,217	14,457
Evening/Weekend	9,073	9,674
TOTAL	23,290	24,131
Issue of Documents:		
Record and Manuscript Groups (Originals)	13,762	16,975
Books	22,416	23,043
Photographs/Pictures	7,165	11,433
Maps/Architectural Plans	7,785	9,572
Microfilms	46,099	52,061
Newspapers (Originals)	3,207	2,788
Film/Sound	416	1,024
Accessions	549	601
Telephone Calls (Incoming)	22,950	19,950
Correspondence	4,481	4,397
Registering at the Desk	24,009	23,610
Use of Audio/Visual and Boardrooms	474	---
Tours	61	---

AUDITOR'S REPORT

To the Board of Trustees of
The Public Archives of Nova Scotia

We have examined the statements of revenue and expense and surplus of The Public Archives of Nova Scotia for the year ended March 31, 1987. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests and other procedures as we considered necessary in the circumstances.

In our opinion, these financial statements present fairly the revenue and expense and surplus of the Archives for the year ended March 31, 1987 in accordance with the accounting principles set out in the notes to the financial statements, applied on a basis consistent with that of the preceding year.

Halifax, Canada
July 24, 1987

Collins Barrow
Chartered Accountants

THE PUBLIC ARCHIVES OF NOVA SCOTIA
(incorporated under the laws of Nova Scotia)
STATEMENT OF SURPLUS
FOR THE YEAR ENDED MARCH 31, 1987

	1987	1986
Surplus, beginning of year	$ 130,113	$ 81,555
Excess of revenue over expense	38,405	48,558
	$ 168,518	$ 130,113
Represented by:		
Cash on hand and at bank	$ 168,518	$ 126,967
Due from The Province of Nova Scotia		3,146
	$ 168,518	$ 130,113

Approved on behalf of the Board of Trustees
of The Public Archives of Nova Scotia

Carmen V. Carroll, Provincial Archivist

Marjorie McLaren, Secretary

THE PUBLIC ARCHIVES OF NOVA SCOTIA
STATEMENT OF REVENUE AND EXPENSE
FOR THE YEAR ENDED MARCH 31, 1987

	1987	1986
Revenue		
Government of Nova Scotia (salaries and benefits)	$ 775,049	$ 704,230
Government of Nova Scotia (operating grant)	273,354	285,760
Government of Canada	51,970	33,500
Sales, publications, etc.	52,423	57,086
	1,152,796	1,080,576
Expenses		
Equipment	19,325	9,311
Equipment repair and maintenance	11,794	17,791
General office and administration	70,560	73,338
General operating supplies	63,164	65,487
Membership dues, fees & staff training	1,038	286
Miscellaneous	6,350	4,742
Other services	22,601	23,878
Other utilities	88,999	90,065
Part-time services	4,190	3,584
Professional services	1,603	1,067
Rentals	10,596	12,075
Salaries and benefits	775,049	704,230
Special pension (note 5)	7,000	
Subscriptions, periodicals and books	6,756	5,596
Telecommunications	14,622	12,811
Travel	10,744	7,757
	1,114,391	1,032,018
Excess of revenue over expense	$ 38,405	$ 48,558

THE PUBLIC ARCHIVES OF NOVA SCOTIA
NOTES TO THE FINANCIAL STATEMENTS
MARCH 31, 1987

1. Significant Accounting Policies

   The expenses are stated on a cash basis and therefore accrued liabilities for expenses are not recognized in these financial statements.

   Capital expenditures are charged to expenses as incurred.

2. These financial statements include only the operating revenue and expenses of The Public Archives of Nova Scotia, and not those of any specific funds administered by The Public Archives of Nova Scotia.

3. Subsequent to its year end The Public Archives settled negotiations with the Nova Scotia Government Employees' Union whereby The Public Archives agreed to pay retroactive salary increases totalling $16,693. This amount was paid May 22, 1987, and as expenses are reported on a cash basis, is not shown in these financial statements. In order to properly match revenues with expenses the Grant Receivable from the Province of Nova Scotia in respect of these salary increases has not been recorded as a receivable at year end.

4. Salaries and benefits are paid by the Government of Nova Scotia on behalf of The Public Archives of Nova Scotia and are charged to the Archives. The Archives receives from the Government a grant to cover these expenses. It was determined that the Archives overspent its budget for salaries and benefits in the amount of $37,742 and subsequent to the year end repaid the Government $18,742 of this overrun. It has applied for an additional grant to cover the balance of $19,000. These figures include the retroactive salaries described in note 3 above.

5. During the fiscal year The Public Archives agreed to match contributions made by an employee of $7,000 to the pension plan in respect of past service.

   In the year ended March 31, 1988 it is anticipated that a further amount of $8,735 will be required to be matched.